



February 27, 2015

To: Executive Board

Subject: Resolutions For Low Carbon Transit Operations Grant Program

Recommendation

Adopt the following three resolutions:

Resolution No. 2015-01: Authorization for the Execution of the Letter of Intent for the Low Carbon Transit Operations Program (LCTOP) (**Attachment A**)

Resolution No. 2015-02: Authorization for the Execution of the Authorized Agent Form for the Low Carbon Transit Operations Program (LCTOP) (**Attachment B**)

Resolution No. 2015-03: Authorization for the Execution of the Certifications and Assurances for the Low Carbon Transit Operations Program (LCTOP) (**Attachment C**)

Background

The Low Carbon Transit Operations Program (LCTOP) is one of several programs that are part of the Transit, Affordable Housing, and Sustainable Communities Program established by the California Legislature in 2014 by Senate Bill 862 (SB 862). The LCTOP was created to provide operating and capital assistance for transit agencies to reduce greenhouse gas emissions and improve mobility, with a priority on serving disadvantaged communities.

The California Department of Transportation (Caltrans) requires that all project recipients (defined as "Project Sponsor") of Low Carbon Transit Operations Program (LCTOP) funds must submit a copy of a board resolution showing their intent to utilize the available funds to their fullest potential, the appointment of authorized agents for the Project Sponsor, and our agreement to comply with the terms and conditions of the Certifications and Assurances. The required documents are the following:

Attachment A is the proposed resolution for the letter of intent

- **Attachment B** is the proposed resolution for the Authorized Agent Form
- **Attachment C** is the proposed resolution for the Certifications and Assurances

Sincerely,

Darold Pieper
General Counsel

Doran J. Barnes
Executive Director



RESOLUTION No. 2015-01

Authorization for the Execution of
THE LETTER OF INTENT
FOR THE LOW CARBON TRANSIT OPERATIONS PROGRAM (LCTOP)
Letter of Intent
Use of Low Carbon Transit Operations Funds

As the Executive Director of Foothill Transit:

I understand that the Low Carbon Transit Operations Program (Program) is funded from the Greenhouse Gas Reduction Fund and was created to provide operating and capital assistance for transit agencies to reduce greenhouse gas emission and improve mobility, with a priority on serving disadvantaged communities.

I understand that, in the first year of the Program (Fiscal Year 2014-15), \$25 million was appropriated in the State Budget and that these funds must be allocated by June 30, 2015. I understand that if my agency does not request our allocation by April 15, 2015, the funds will no longer be available to our agency.

In order to utilize the available funds to their fullest potential, my agency will (check to indicate your intent):

☒ 1. Request its allocation in the amount of \$ 167,914 , by:
_____ a. February 2, 2015, in the first cycle of requests for FY 2014-15, or
☒ b. April 15, 2015, in the second cycle of requests for FY 2014-15, or

_____ 2. Request that the allocation of \$ _____ be released to our regional entity, (name of MPO/RTPA) , so the funds may be applied to a project within our region that meets the requirements of the LCTOP Guidelines and the requirements of Public Resources Code section 75230.

I also understand that, effective in Fiscal Year 2015-16, the LCTOP will receive a continuous appropriation of five percent of the annual proceeds of the Greenhouse Gas Reduction Fund and an agency may accumulate funds over multiple years to accrue sufficient funds to support an appropriate project.



Doran Barnes, Executive Director

Approved this 27TH day of FEBRUARY 2015

Adoption. PASSED AND ADOPTED at a meeting of the Executive Board held on February 27, 2015, by the following vote:

AYES:

NOES:

ABSTAIN:

Doug Tessitor, Chair

APPROVED AS TO FORM:
Darold D. Pieper, Attorney at Law

ATTEST:
Garen Khachian
Los Angeles County Commission
Services

By: _____
Darold Pieper, General Counsel

By: _____
Deputy Secretary



RESOLUTION No. 2015-02

**Authorization for the Execution of
THE AUTHORIZED AGENT FORM
FOR THE LOW CARBON TRANSIT OPERATIONS PROGRAM (LCTOP)**

Authorized Agent

As the Executive Director of Foothill Transit:

I hereby authorize the following individual(s) to execute for and on behalf of the named Regional Entity/Transit Operator, any actions necessary for the purpose of obtaining Low Carbon Transit Operations Program (LCTOP) funds provided by the California Department of Transportation, Division of Rail and Mass Transportation. This form is valid for Fiscal Year 2014-2015 funds. If there is a change in the authorized agent, the project sponsor must submit a new form. This form is required even when the authorized agent is the executive authority himself. I understand the Board must provide a resolution approving the Authorized Agent. The Board Resolution appointing the Authorized Agent is attached.

MICHELLE CALDWELL, DIRECTOR OF FINANCE

or

GIL VICTORIO, FINANCE MANAGER

Doran J. Barnes
Executive Director

Approved this _____ 27TH _____ *day of* ___FEBRUARY___, 2015



Adoption. PASSED AND ADOPTED at a meeting of the Executive Board held on February 27, 2015, by the following vote:

AYES:

NOES:

ABSTAIN:

Doug Tessitor, Chair

APPROVED AS TO FORM:
Darold D. Pieper, Attorney at Law

ATTEST:
Garen Khachian
Los Angeles County Commission
Services

By:_____
Darold Pieper, General Counsel

By:_____
Deputy Secretary



RESOLUTION No. 2015-03

**Authorization for the Execution of THE
CERTIFICATIONS AND ASSURANCES
FOR THE LOW CARBON TRANSIT OPERATIONS PROGRAM (LCTOP)**

WHEREAS, Foothill Transit is an eligible project sponsor and may receive state funding from the Low Carbon Transit Operations Program (LCTOP) now or sometime in the future for transit projects; and

WHEREAS, the statutes related to state-funded transit projects require a local or regional implementing agency to abide by various regulations; and

WHEREAS, Senate Bill 862 (2014) named the Department of Transportation (Department) as the administrative agency for the LCTOP; and

WHEREAS, the Department has developed guidelines for the purpose of administering and distributing LCTOP funds to eligible project sponsors (local agencies); and

WHEREAS, the *Executive Director* may wish to delegate authorization to execute these documents and any amendments thereto.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of Foothill Transit that the fund recipient agrees to comply with all conditions and requirements set forth in the Certification and Assurances document and applicable statutes, regulations and guidelines for all PTMISEA funded transit projects.

NOW THEREFORE, BE IT FURTHER RESOLVED that the Executive Director or his designee be authorized to execute all required documents of the LCTOP program and any Amendments thereto with the California Department of Transportation.



Adoption. PASSED AND ADOPTED at a meeting of the Executive Board held on February 27, 2015, by the following vote:

AYES:

NOES:

ABSTAIN:

Doug Tessitor, Chair

APPROVED AS TO FORM:
Darold D. Pieper, Attorney at Law

ATTEST:
Garen Khachian
Los Angeles County Commission
Services

By:_____
Darold Pieper, General Counsel

By:_____
Deputy Secretary